



Parks, Recreation and Community Services Department

Temporary/Seasonal Position Description

Idlewild Train Operator

\$10 per hour

Seasonal dates from March 25 (training) through Labor Day (approx)

Dates/Days/Hours of train operation are:

March 28 through April 5 - 11a-3p M-F and 11a-6p Sat & Sun

April 6 - May 22 Weekends only - 11a-6p Sat & Sun

May 23 through September 8 - 11a-3p T-F and 11a-6p Sat & Sun

May to September Food Truck - 3-9p Fri

Distinguishing Characteristics

PRCS Specialist Band II - Activity/Site Attendant II

Positions in this band may work somewhat independently. Work tasks have variety and require judgment.

Work Schedule

- Less than 233 hours per quarter and may be year round **or**
- 233 hours or more in a quarter with a maximum of six months employment

Essential Functions & Tasks

Include, but are not limited to:

- Coordinates the operation and maintenance of train and related equipment.
- Greets customers and provides customer service.
- Interprets rules regarding code of conduct.
- Collects tickets from patrons, completes daily use and operation reports
- Perform regular repair and maintenance of train, cars, track and related equipment.
- Sets up and stores equipment, checks facility as needed
- Secures doors, windows and surrounding areas when departing facility.
- Keeps in good order, activity and employee records, work schedules & assignments
- Provides information on department activities to the public.
- Provides first aid supplies to the injured and calls EMS if needed.
- Other duties as assigned

Working Conditions

- Conveys and exchanges verbal and written information.
- Walking, standing, sitting for prolonged periods of time.
- Walking on various surfaces including uneven ground that may be slippery.
- Exposure to noise, dust, grease, smoke, fumes, gases, and potentially hazardous chemicals.
- Work in inclement weather conditions and on slippery or uneven surfaces
- Handling objects weighing up to 50 pound for short distances.
- May work evenings, weekends, holidays

Minimum Qualifications

Age: 18

Education: High school diploma or equivalent

Experience: Six months paid work experience

Licenses: Valid driver's license

Preferred Qualifications

Certifications: CPR/AED, First Aid

A completed City of Reno Employment Application is required. Applications and the Job Description are available at Parks, Recreation and Community Services (PRCS) Administration Office, City Hall, 1 E 1st Street.

Employment Applications are also available at other PRCS facilities and at the city website, reno.gov.

For more information call the Parks Maintenance Office 334-2270 or the Administration Office at 334-2260.

Taking applications until position is filled